

CarriArt *ArtCase*

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Introduction

Welcome to CarriArt *ArtCase*! We hope you will enjoy using *ArtCase*. Please read through the instructions below to familiarise yourself with the layout of the product and how to use *ArtCase* to transport and store artwork.

Overview

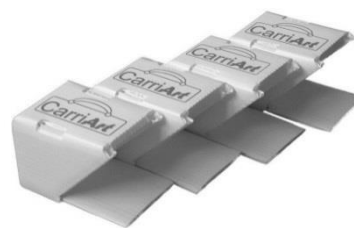
CarriArt *ArtCase* consists of two main components – the carrier and the holders. The holders are used within the carrier to hold artwork in place.

The carrier consists of a base and a lid, the lid being attached to the base along the back edge. The base is surrounded by raised edges along the front (which accommodates the carrying handle) sides and back. The lid has raised edges along the sides and the outer parts of the front and these fit inside the base when the carrier is closed. The flap which extends from the middle of the front edge of the lid wraps over the handle and then around the base, where it is held in place by two fasteners.

When *ArtCase* is in use, artwork rests flat on the base panel of the carrier surrounded by the holders, which hold it in place. The ‘tongue’ of the holders fit under the artwork, with the angled edges of the holder projecting over the artwork. The angle and structure of the holders ensure that virtually no contact is made with the surface of the artwork, minimising any possible damage.



The self-adhesive foam pads on the underside of the holders ensure they remain in position when in use, and in combination with the design of the holders' angled edges prevent movement of the artwork. In addition the upper surface of the holders rest against the lid of the carrier when the lid is closed, providing rigidity. The holders mean *ArtCase* can sustain quite large jolts while continuing to hold artwork in place.



The size and angle of the holders permit artwork of varying depths can be accommodated, up to approximately 40mm in depth (around 1½"). This allows *ArtCase* to cover both unframed and framed artwork. The holders also allow shapes other than rectangles or squares to be carried – for example irregular shapes and ovals.

ArtCase optionally comes with a shoulder strap. The strap can be removed or added by unclipping the hooks which link the strap itself to the D-rings. The length of the strap can be varied using the adjustable glide.

Using *ArtCase*

When using *ArtCase* we recommend placing the artwork towards the back of the carrier as this has two advantages. Firstly it helps to ensure the artwork remains in place if *ArtCase* is dropped when being carried. Secondly the carrier is less likely to topple over when stood upright. However, it is perfectly possible to transport artwork when it is placed in the middle of the carrier.

There are a number of different ways of both placing artwork into *ArtCase* and removing it. One way of achieving each is described below – though you may find a different way which works better for you.

Packing Artwork

Please note that the guidance and photos refer to transporting a single piece of artwork. If you are packing two or more pieces of artwork adjust the positioning to reflect the size and shape of the pieces.

1. Place the first of the four holders in the base, close to the back of the carrier, approximately half-way along. Press the holder down lightly to ensure it is fixed in place.
2. Lay the artwork over the 'tongue' of the first holder so that the holder lies roughly in the middle of one side of the artwork. Rest the edge or the artwork gently against the angled edges of the holder.
3. Position the remaining holders around the artwork, placing one at around the mid-point of each side of the artwork. Carefully lift the artwork slightly and slide the 'tongue' under the artwork until the angled edges of the holder are just in contact with the artwork.
4. Ensure the artwork is being held in place by tipping the carrier. When correctly positioned the holders stop the artwork from moving within the carrier.



Removing Artwork

1. Remove two adjacent holders (ideally those with them space behind them, though this may be difficult with larger pieces of artwork). A holder is best detached by lightly grasping the either the lower rear section or upper rear section between thumb and forefinger and then gently prising the holder away from the base of the carrier.

2. Slide your fingers under the artwork and then carefully move it away from the remaining two holders, lifting it away from the base of the carrier as you do so.

Hints and Tips

- Minimise the gap between the artwork and the holders. Gaps cause the artwork to move while in transit, which in turn may cause the outside edges of the artwork to rub against the angled edges of the holders. If the gap is large then it is possible for the artwork to come loose, with the risk of even more extensive damage.
- When using *ArtCase* be careful to leave a space between the back of the holder and the side of the carrier. This ensures there is a gap to accommodate the sides of the lid where they fit inside the base of the carrier.
- Stick the holders back onto the carrier when not in use to prevent the self-adhesive pads picking up anything that may affect their ability to stick (eg dust).

Self-adhesive Foam Pads

Although re-usable the self-adhesive foam pads which attach the holders to the carrier have a limited lifecycle. In test conditions the pads allowed the holders to be repositioned around ten times before they started to slip. In everyday use it is possible that the pads will need to be replaced more frequently. Agents such as sand, water and dust will cause the pads to become less adhesive, leading to the holders slipping.

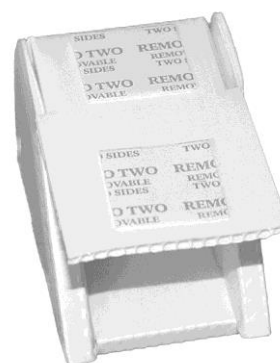
The pads carry the same adhesive on each side, so there is a possibility when removing the holders that the pad will stick to the carrier rather than the holder. If this occurs simply peel the pad away from the carrier and re-attach it to the underside of the holder.

Our general advice is that if in doubt about the state of the self-adhesive pads, then replace them (as covered under Changing the Self-adhesive Foam Pads below).

Changing the Self-adhesive Foam Pads

When replacing the self-adhesive foam pads we recommend you proceed as follows:

1. Peel the old pad from the base of the holders. Typically it is easier to lift a corner of the pad first.
2. Clean the base of the holder to remove any grease or dust that may have accumulated. A little soap and water may help, but ensure the surface is fully dried before proceeding.
3. Peel a replacement pad off the sheet, retaining the printed covering on the upper side of the pad. Be careful to minimise contact with the sticky surface of the pad.
4. Locate the pad towards the back (the solid end) of the underside of the holder. Pinch the pad between thumb and forefinger to ensure it is firmly in place.
5. Peel another replacement pad off the sheet, retaining the printed covering on the upper side of the pad. Be careful to minimise contact with the sticky surface of the pad.
6. Locate the second pad towards the front (the open end) of the underside of the holder. Pinch the pad between thumb and forefinger to ensure it is firmly in place.
7. When ready to use the holder, peel off the printed covering on both pads taking care to minimise contact with the exposed sticky surface.



Hints and Tips

- Keep the exposed pads away from materials that will adversely affect their adhesive properties (for example, carpet, sand, dust, clothing). Ideally stick them back onto the carrier when not in use (after first ensuring the surface of the carrier is clean!).
- To provide stability and to ensure the holders stay in place, each holder requires two self-adhesive pads – one at each end of the underside.
- The pads are easier to separate if you fold the sheet on which they are supplied back along the cuts between the pads.

Specification

The self-adhesive pads we supply with *ArtCase* are carefully chosen as they adhere well to the plastic sheeting from which the carrier and holders are made while being easy to remove when they need to be replaced.

As the pads are a consumable we supply a minimum of two sets with each *ArtCase*. Further supplies are available via retailers (where stocked) or the CarriArt web site.

Please note that other self-adhesive foam pads, such as those commonly sold in craft shops, may stick to the holders and carrier but are likely to prove difficult to remove! (If you chose to use self-adhesive pads other than those provided by CarriArt this make impact on the warranty.)

Handling & Maintenance

Cleaning

ArtCase is both durable and easy to clean. To ensure the self-adhesive pads on the holders bond well with the carrier, wipe the base of the carrier with a damp cloth to remove any dust or dirt. Ensure the surface is dry before re-attaching the holders.

Most art materials including acrylic and oil paint can be easily wiped off the carrier and holders when the paint is still wet. Use a little washing-up liquid where necessary. Care should be taken when removing dried-on paint not to damage the surface of the carrier or holders.

Strap Attachments

The strap attachments (where fitted) are fixed to the carrier using binder screws. It is possible that with prolonged use the screws may become loose, leading to the strap attachments coming away from the carrier.

We recommend that you check the tightness of the screws every three months or so to ensure they are not loose. The binder screws can be tightened either by hand, or by the slot in the top of each end of the screw using a screw-driver.

Edges

As it is possible that sharp edges may arise during the manufacturing process, we advise caution when handling the carrier and holders.

ArtCase is not a toy and is not designed to be handled by young or very young children.

Recycling

The carrier and holders are manufactured from sheets of corrugated polypropylene. When no longer required, *ArtCase* can usually be disposed of via your local plastic recycling bin or centre (please check with your local facilities first).

Support

Warranty

Each CarriArt product is guaranteed against manufacturing defects for one year from the date of purchase. If you wish to claim under this warranty please contact us via one of the methods shown under the Contact Details section below.

Where possible we will try to help outside of the warranty period, so please contact us if you have any questions either now or in the future.

Questions & Feedback

The CarriArt website (www.carriart.co.uk) carries a Frequently Asked Questions section which we update as new queries arise.

We welcome feedback on CarriArt products. Please let us know how you get on with using *ArtCase*.

Contact Details

If you have a question or feedback, please email us at: support@carriart.co.uk.

Alternatively we can be contacted via post at:

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Copyright

All designs and materials © 2013-15 Doug Smith trading as CarriArt.

Patent applied for the design of the holders, 2013.

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